

Public Speaking introduces you to the fundamentals of presentational speaking and provides you with the opportunity to improve your skills as a public speaker. This class is designed to give you a new language and skills set to become better public speakers, inside the classroom and out. You already have an extensive practical experience with public speaking, whether you know it or not. You will be involved in a variety of activities designed to enhance your understanding of speech preparation, delivery, and analysis of speeches. These activities include lectures, reading assignments, preparing and presenting speeches, self and peer critiques, and quizzes. Because this is a performance-based course, your grade is mostly based off the performances you give in the class, meaning, but not limited to, the speeches. Students who successfully complete this course should be able to recognize the value, application and ethical responsibilities of the communication process; construct clear messages; interact with increased self-confidence; and recognize the value of listening and other applications of empathy within their lives.

OUTCOMES:

- Synthesize and organize information for varied audiences.
- Interact with confidence while adapting messages to audience needs.
- Listen critically.

TEXTBOOK: Valenzano III, J.M., Braden, S.W., and Melissa Broeckelman-Post, M.A. (2017) *The Speaker's Primer* (3rd ed.). Southlake, TX: Fountainhead Press. Print ISBN: 9781680368772

COURSE MATERIALS: an internet connection, knowledge of Moodle, and Word/PDF/ODT; **NO PAGES FILES.**

ASSIGNMENTS AND GRADING:

Assignment	Points	Grading	
Homework (6 @ 10 pts)	60		
Introduction Speech (50 pts), Draft (20 pts), & Outline (20 pts)	90	792 – 880	A
Informative Speech (100 pts), Draft (50 pts), & Outline (50 pts)	200	704 – 791	B
Persuasive Speech (100 pts), NPA (50 pts), & Outline (50 pts)	200	616 – 703	C
Toast or Roast Speech (60 pts), Draft (30 pts) & Outline (30 pts)	120	528 – 615	D
Evaluations (4 @ 20 pts)	80	< 527	F
Quizzes (5 @ 20 pts)	100		
Assessment Pretest/Posttest (2 @ 5 pts)	10		
	Total: 860		

IN – CLASS/HOMEWORK ACTIVITIES: Each week there will be a variety of in – class/homework activities, that you will earn points for by completing and uploading assignments to Moodle. You must be in class for the entire class period to complete, submit, and earn points these assignments. Due dates for all homework assignments are listed on the course calendar. Late assignments are not accepted.

ATTENDANCE: Your attendance is based on both your presence and participation in class. You are allowed three (3) unexcused absences for the term. Additionally, you must arrive to class on time and stay for the full class. If you are going to be gone for a college sanctioned event, documentation needs to be submitted **PRIOR** for the absence to be excused. Documentation after the fact will not be accepted. Last, missing class for another class is unacceptable.

QUIZZES: Weeks 2, 4, 6, 8, and 10, a quiz will be on Moodle, that covers the material since the previous quiz. The quiz is to check your reading of the text and review of the lecture materials. The quizzes will be multiple choice/short answer for a total of 20 points. Dates for quizzes are listed below. Makeup for missed quizzes are not afforded.

SPEECHES: You will give four (4) prepared and practiced speeches: an introduction, an informative, a persuasive and a toast/roast speech. These speeches are timed and presented extemporaneously from an outline due before you present the speech. More info about speech requirements will be handed out and discussed in class.

VISUAL AIDS: The four (4) speeches require you to incorporate a visual aid. More information will be given about what constitutes a visual aid, but no animals, weapons or controlled substances allowed.

OUTLINES: For each speech, a typed, double-spaced, proofread outline in standard outline format is required. ALL outlines will be uploaded to Moodle. Use of conventional spelling, complete sentences and an appropriately formal approach to assignments is required, meaning “text” language, emoticons, bullet points, colored fonts or abbreviations are not appropriate. You will also turn in a draft outline prior to the final version. The info and persuasive speeches will also require outside research and a works cited page.

EVALUATIONS: You will complete four (4) evaluations of presented speeches. Two will evaluate other classmates’ speeches. Two will evaluate your speeches based on recordings your speeches during class.

DEADLINES: All assignments will be due via Moodle by 11:59pm on the dates listed. After these times, assignments are late and are not accepted. If you miss a deadline, it is NOT acceptable to email me an assignment.

24 HOUR POLICY: Once graded work is returned, you must wait 24 hours before asking questions about the grade. Comments are given on work, so read through the comments before asking questions as they may be answered there.

END OF TERM GRADE DISCUSSIONS: Please accept responsibility for the grades you earn. I do not give out grades. You earn them based on the efforts that you put into the course. I understand that “life” happens, the unexpected arises, and the unthinkable emerges at inopportune times. I am here to discuss situations with you if want. I will not engage reasons why work is incomplete, I will not haggle for points, nor will I change grades especially at the end of the term. Claim responsibility for your grades. The grade you want is a result of the work you put in, empower yourself. (Adapted from a statement provided by Nikki Roberts, Ph.D.)

WRITTEN ASSIGNMENTS: For all written assignments, they must be typed, double-spaced, stapled, and proofread. Conventional spelling, complete sentences and a formal approach is required.

SPEECH DAYS: On speech days, arrive to class on time, if not early. You need to arrive early to setup visual aids. When class starts, the door will be locked. If you are late, wait in the hallway. DO NOT knock! For the *INFO and PERSUASIVE ONLY* you need to record yourself, both audio and video, for your self-evaluation. If you are late for your speech, you need to wait until all others are done and if there is time you will be able to present.

ACADEMIC HONESTY: Academic honesty is always expected. Using someone else’s work, ideas or information as your own without proper citation can lead to failing the assignment or the class. In short: do your own work.

CENTER FOR ACCESSIBILITY RESOURCES: Students who may need accommodations due to documented disabilities, who have medical information which the instructor should know, or who need special arrangements in an emergency should speak with their instructor during the first week of class. If you believe you may need accommodations but are not yet registered with the Center for Accessibility Resources (CFAR), please visit the [CFAR](#) for steps on how to apply for services or call 541-917-4789.

FOOD AND DRINKS: You may eat and drink in class. However, if you abuse this privilege, you will lose it.

TECH If your phone rings, I will answer it and you lose ten (10) points. If a device is out and not focused on class, you lose ten (10) points. Remove headphones during class. Recording is prohibited without consent.

COMMUNICATION: Email is the best way to get in touch with me. However, a few stipulations to keep in mind:

- All correspondence needs to be from your LBCC student email account. ONID email works too.
- Include your name, class day/time, and 111 in the email so I can better answer your questions/concerns.
- I respond to emails during office hours or when on campus, NOT in the evenings or on weekends.
- If you email me a picture of a cute baby animal, you will earn 5 extra credit points. Limit one per term.

NONDISCRIMINATION: LBCC maintains a policy of nondiscrimination and equal opportunity in employment and admissions, without regard to race, color, sex, marital and/or parental status, religion, national origin, age, mental or physical disability, Vietnam era, or veteran status.

INCLUSION: The LBCC community is enriched by diversity. Each individual has worth and makes contributions to create that diversity at the college. Everyone has the right to think, learn, and work together in an environment of respect, tolerance, and goodwill. Everyone has the right to their own opinion and to express their opinion though not impose those opinions upon others. Keeping the expression of ideas open is beneficial for all in the learning process. You might just be surprised at what you not only learn about interpersonal communication but about yourself as well.

COVID – 19 SAFETY AND SUCCESS POLICY: Due to the rise in COVID-19 variants and consistent with CDC guidance and OHA requirements, Linn-Benton Community College has established rules and policies to make the return to the classroom as safe as possible. It is required for everyone to follow all the campus rules and policies. To participate in this class, LBCC requires all students to comply with the approved face covering policy, which means you must wear an approved face always covering while indoors. Your approved face covering must be properly worn (fully covering nose and mouth and tight-fitting). Mesh masks, face shields, or face covering that incorporates a valve designed to facilitate easy exhalation are not acceptable. Please see me if you have concerns with meeting this expectation. If you have a medical condition or a disability that prevents you from wearing a mask or cloth face covering, you must obtain an accommodation from CFAR (Center for Accessibility Resources) to be exempt from this requirement. State guidelines do not limit class size. Physical distancing accommodations can be made upon request and cleaning supplies are also available for personal use. LBCC’s COVID-19 policies can be found [here](#). This class is scheduled to be offered face-to-face on campus at the Benton Center. If things change, the class will be designed to optimize your interactions with me, the material, and your classmates. If you experience symptoms of COVID-19 or are caring for someone who is, please consult [LBCC’s COVID-19 Information Page](#) for information and your next steps. I am here to support your success during these challenging times. You need **NOT** disclose private medical information or provide documentation of your illness.

COURSE CALENDAR: (I RESERVE THE RIGHT TO MAKE CHANGES TO THIS SYLLABUS ANY TIME DURING THE TERM.)

	Tuesday	Thursday	Sunday
1	4/4 Course Intro; Public Comm. (1) <u>Assessment Pretest</u> Read: Ch. 1 – 3	4/6 Speech Anxiety (2); Ethics (3) <i>Intro Speech Assigned</i>	4/9 Syllabus Quiz/Plagiarism Due <i>Introduction Rough Draft Due</i> Read: Ch. 4, Ch. 5, & Ch. 6
2	4/11 Civility (4); Careers (5) Culture and Diversity (6)	4/13 <i>Introduction Speeches</i> <i>Intro Outline Due</i>	4/16 <u>Quiz 1: Ch. 1 – 6</u> <i>Intro Evaluation Due</i> Read: Ch. 7 – Ch. 11
3	4/18 Topic (7); Support (10) Research and Prep (8)	4/20 Audience (9); Context (11)	4/23 Read: Ch. 12, Ch. 13, & Ch. 15
4	4/25 Outlining (12) Intros, Conclusion, Connect (13)	4/27 Informative Speech (15) <u>Connectives and Puzzle Due</u> <i>Informative Assigned</i>	4/30 <u>Quiz 2: Ch. 7 – 13 & Ch. 15</u> <u>Translators Due</u> Read: Ch. 18 – Ch. 21
5	5/2 Visual Aids (18) <i>Informative Rough Draft Due</i>	5/4 Delivery (20); Practice (21)	5/7 Practice for Info Speech
6	5/9 <i>Informative Speeches</i> <i>Informative Outline Due</i>	5/11 <i>Informative Speeches</i>	5/14 <u>Quiz 3: Ch. 18, 20 – 21</u> <i>Info Self Evaluation Due</i> Read: Ch. 16 & Ch. 14
7	5/16 Persuasive Speech (16) <i>Persuasive Speech Assigned</i>	5/18 Reasoning (14)	5/21 <u>FVP/Monroe Due</u> <i>NPA Draft Outline Due</i>
8	5/23 Persuasive Speech Workshop	5/25 Ceremonial (17) <i>Toast/Roast Speech Assigned</i>	5/28 <u>Quiz 4: Ch. 16 & 14</u> Read: Ch. 17 & Ch. 19
9	5/30 <i>Persuasive Speeches</i> <i>Persuasive Outline Due</i>	6/1 <i>Persuasive Speeches</i>	6/4 <i>Persuasive Self Evaluation Due</i> <i>Toast or Roast Draft Due</i>
10	6/6 Language (19)	6/8 <i>Toast or Roast Speeches</i> <i>Toast or Roast Outline Due</i> <u>Assessment Posttest</u>	6/11 <u>Quiz 5: Ch. 17 & 19</u> <i>Toast or Roast Peer Eval Due</i>
Lecture Topics Readings <u>Homework/Quiz/Exams</u> <i>Speeches</i>			